

A conley



CHILDREN'S

CLEAN WATER FESTIVAL

Where Youth Are Making Waves!

February 17, 2016

Dear Classroom Presenter,

Thank you for signing up to present at this year's Festival! The 22nd Annual Children's Clean Water Festival is on March 8, 2016 at the University of Portland. This letter is your confirmation of your classroom presentation and provides you with other day-of Festival details.

Included you will find:

- ✓ Presenter information (presentation name, description, and presenter names)
- ✓ Day-of Festival Logistics
- ✓ Map and driving directions to the University of Portland (attached)

Presentation information:

Please review the following information for accuracy, and contact Patty Morgan at (503) 223-8633 or pmorgan@europa.com with any questions.

- Activity name: **Water Protection**
- Activity description:
Interactive presentation on Willamette River (Portland Harbor) and local fish. Team lessons from Portland activity book for children, word finds, word scrambles, math and fish identification.
- Presenter name(s): **Alanna Conley**

Day-of Festival Logistics

- **Location:** University of Portland (5000 N. Willamette Blvd., Portland, OR 97203)
- **Parking:** The entrance to the presenter parking and unloading area is off of N. Portsmouth Ave. Once on campus, follow the signs to "Exhibitor/Presenter unloading area" adjacent to the Shiley building where you can park and unload your materials. Some parking is available behind Shiley Hall, additional parking can be found on Portsmouth on the street.
- **Arrival time & check in:** We will have an optional Classroom Presenter check-in set up on the curb adjacent to Shiley Hall between 7:00 a.m. and 9:00 a.m. Please stop by the check-in station on your way to your classroom. If you do not check in there you can text your "check in" to Sarah Santner at 503-807-4509. Please give her your organization name so she can mark that you've arrived.

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- **Assigned classroom:** Franz Building, Room 025. Your room should be unlocked when you arrive. The nearby janitor closets, for those of you that will need access to water, should also be unlocked for your use.
- **Set up:** Please have your room set up by 8:30 a.m. Students start arriving at the Festival at 9:00 a.m. Please allow at least one hour for set-up and last minute needs. You can rearrange your classroom chairs as needed for your presentations.
- **Food:** A light continental breakfast and bag lunch will be provided in Bauccio Commons. Breakfast is available at 7:00a.m. Your customized schedule will show what time your lunch break begins and ends.
- **Presentation schedule:** Your customized presentation schedule is attached, and includes information on which classes you will present to throughout the day and the number of students expected to attend your presentations.
- **Teacher resources:** If you who have materials for the teachers, you can distribute them directly to the teachers that attend your presentations throughout the day.
- **Clean up:** You can begin clean up directly after your last presentation. Please return the classroom to how you found it at the beginning of the day.
- **Post-Festival Networking:** You're invited to a post-Festival networking event! The Festival planning committee would like to invite all presenters to join us for a post-festival networking event immediately following the Festival. An invitation will be sent out directly to all registered presenters.

Questions? Before the event contact Patty Morgan at (503) 223-8633 or pmorgan@europa.com. Day-of questions or issues, please call (503) 957-8661.

**Thank you in advance for your participation.
We couldn't do it without you!**

Sincerely,

The Children's Clean Water Festival Planning Committee

2016 Clean Water Festival CLASSROOM PRESENTER SCHEDULE

If you need access to WiFi: UPGuest
You do not need a password

If you need to use the computer and projector please enter this login information:

Screen Name: events4-upg
Password: ForPortland1!

Presenter Name: Alanna Conley
Organization: US EPA

Activity Name: Water Protection

Building #: Franz **Room #:** 025

<u>TIME</u>	<u>SCHOOL</u>	<u>GROUP SIZE</u>
7:00 – 9:00 am	Set Up	
9:40 – 10:05		
10:15 – 10:40	East Gresham C	35
10:50 – 11:15	Jacob Wismer D	31
11:25 – 11:50		
12:00 – 12:25	Imlay C	17
12:35 – 1:00	Faubion B	29
1:10 – 1:35		
1:35 – 2:30	Clean up and roll out!	THANK YOU!

*** LUNCH:** presenter, volunteer, and exhibitor lunches can be picked up in the Bauccio Commons Cafeteria. There will be a buffet set up in the back of the cafeteria – you are welcome to eat there or at a location of your choice!

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Conley, Alanna

From: Patricia Morgan <pmorgan@europa.com>
Sent: Monday, March 07, 2016 10:42 AM
To: Morgan, Patty
Subject: Clean Water Festival TOMORROW

Greetings All you Classroom Presenters,
Tomorrow is the big day – the Children's Clean Water Festival.

It will be a very busy day with over 1500 4th and 5th graders on the University of Portland campus for a day of learning and fun.
You should all have received your information including your schedule for the day and map.

Let me know if there are any last minute questions.
See you all tomorrow!

Patty Morgan
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University of Portland Campus

